



REST AND RECUPERATION (R & R) LEAVE PROGRAM

SOLDIER AND CIVILIAN INFORMATION GUIDE

RETURN FLIGHT INFORMATION

DATE _____

TIME _____

REPORT TO: APOD Reception Site



AN ARMY FORWARD

ANY MISSION, ANYWHERE!

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Important Reminders

Each R&R traveler is limited to one carry-on bag that must fit in overhead or under-seat storage areas and one checked bag **not to exceed 50 pounds**. This limitation applies for both outbound and return flights.

All Transportation Security Agency (TSA) prohibitions for carry-on and checked luggage remain in effect for R&R leave program flights (i.e., no knives or other items that may be considered a danger to the flight).

If an individual's status changes from R&R leave to any other status (i.e., early returns, emergency leaves, medical emergencies, confinement, or evacuations), units will ensure that Rear Detachment Commanders and 1PERSOM are notified.

When planning, ensure plenty of time to travel, especially when reporting back to the scheduled APOD for the return flight into the OIF theater of operations.

If planning to supplement travel via Space A, ensure sufficient funds are on-hand to meet travel needs.

If an emergency arises while on leave, contact the local Red Cross Office.

NOTES



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
OFFICE OF THE COMMANDING GENERAL
UNIT 29351
APO AE 09014-9351

AEAGA

22 September 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Welcome Back!

1. Welcome back from Operation Iraqi Freedom for a well-deserved rest and recuperation leave.
2. Your performance under extremely difficult conditions has earned you the respect and admiration of the American people, the good citizens of Iraq, and the world community. The sacrifices you have made for this mission have made a tremendous difference and will never be forgotten. We are very proud of your contributions to the Global War on Terrorism and in bringing peace and stability to a troubled area.
3. This guide provides information that will help make your leave safe and relaxing; it will also help you if you have any problems while on leave. You should read it carefully.
4. Again, welcome back, and best wishes for an enjoyable leave.



A handwritten signature in black ink, appearing to read "B. B. Bell".

B. B. Bell
General, USA
Commanding

UNIFORM WEAR POLICY

The Desert Battle Dress Uniform (DBDU) will be worn for travel to and from the Iraqi Theater of Operations (ITO) to the R&R Aerial Point of Debarkation (APOD). Soldiers bound for home station in USAREUR may also wear the DBDU while in transit between Rhein Main /Aviano and home station. Soldiers returning from R&R must be in DBDUs prior to manifesting at the APOD for their return flight into the ITO.

NOTES

 **DEPARTMENT OF THE ARMY**
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL
300 ARMY PENTAGON
WASHINGTON DC 20310-0300 

DAPE-HRPD-IRP 3 Sept 63

MEMORANDUM FOR COMMANDER, CENTCOM

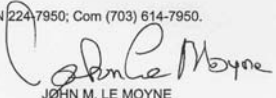
SUBJECT: Exception to Policy – Travel in Desert Battle Dress Uniform (DBDU) for Soldiers participating in the CENTCOM R&R Program


1. An exception of policy is approved authorizing Soldiers to wear the Desert Battle Dress Uniform while traveling by commercial means from the Soldier's unit in the CENTCOM AOR to the final destination as stated in the travel documents (i.e., DA Form 31).

2. This exception to policy is approved only for the duration of the CENTCOM R&R program. Soldiers participating in this program are authorized to travel in DBDU from point of origin, to APOE, to APOD and to final destination and return as stated in their travel itinerary. The DBDU and accessories standard upon departure from the APOE and return to the APOD is "clean and serviceable."

3. All other provisions of AR 670-1, paragraphs 3-3 and 1-10 remain the same. Leaders at all echelons of command must continue to enforce the Army policy on the wear of utility uniforms. These uniforms are issued as utility, field, training, or combat uniforms and are not intended for wear as all-purpose uniforms when other uniforms or civilian attire are more appropriate.

4. The POC is SGM Morales, DSN 224-7950; Com (703) 614-7950.


JOHN M. LE MOYNE
Lieutenant General, GS
Deputy Chief of Staff, G-1

Printed on  Recycled Paper

chain of command. Storage boxes used for this purpose can be obtained through the BSB ITO. At a minimum, boxes stored by the unit should be sealed and clearly labeled with the SMs name, unit, and social security number. The unit/RDC should consult with IMA Europe Engineer Division if they have questions regarding which facilities may be used for storage.

STANDARDS OF CONDUCT

- ✓ Soldiers in R&R transit and on leave will at all times conduct themselves as professional representatives of the armed forces. They are responsible for maintaining the highest standards of conduct, discipline, and military bearing expected of a professional soldier.
- ✓ Service members and DOD civilian personnel processing into the OCONUS or CONUS APOD during government-funded travel are prohibited from consuming alcohol. In addition, while in duty uniform, follow-on travel from the APODs and at any point during the R&R leave period prohibits alcohol consumption.
- ✓ All Transportation Security Agency (TSA) prohibitions for carry-on and checked luggage remain in effect for R&R leave program flights (i.e., no knives or other items that may be considered a danger to the flight).
- ✓ Soldiers must remember that they represent the forces that are deployed in support of our nations Global War on Terrorism. Certain information about their units and missions may be considered classified information and should be treated as such.

WAR Souvenirs

In accordance with CENTCOM General Order 1A, and COMCJTF FRAGO 160M, soldiers and civilians deployed in support of operations in the CENTCOM AOR are prohibited from possessing or transporting many items that may pose a safety or health risk. The information below is not all-inclusive but does identify some specifics prohibited items.

PROHIBITED Items are below:

All Weapons, operational, non-operational, antique or demilitarized to include triggers, stocks, barrels, etc., knives, bayonets, shell casings, primers, munitions, rockets and rocket components.

Military equipment not designed to be carried by individuals.

Former Iraqi regime or Iraqi privately owned household articles such as linen, silverware, chinaware, rugs, fixtures and appliances.

Objects of art, science, archeological, religious, national or historical value.

Any articles retained for commercial or resale purposes.

Sand, dirt, rocks, stone or gravel.

Plants, live or dried or seeds; any dead, alive, parts or preserved including insects, fish, mammals, reptiles and birds.

Unit legal advisors or the judge advocate can provide further assistance on items that may or may not be permissible.

Personal Risk Management

The purpose of this section is to provide a cross section of personal risks that can be associated with European R&R. It is a review for experienced individuals, and a lesson to be learned for those new to the region.

Risk Management -- Sound risk management is as important off duty as it is on – identify hazards, assess risks, identify controls and make risk decisions, implement, and continuously reevaluate.

Driving -- European driving has different rules and different signs than the US.

- ✓ The European community has its own set of signs. Many that are critical to your safety do not exist in the US. If you rent a car, ask for a pictorial guide to European signs, or review Army in Europe PAM 190-35, which is available at <https://www.aeaim.hqusareur.army.mil/library/pam/pdf/aep190-34.pdf>
- ✓ You must understand the right of way rules. These and other rules are also found in Army in Europe PAM 190-35, available at <https://www.aeaim.hqusareur.army.mil/library/pam/pdf/aep190-34.pdf>
 - A police officer overrules a stoplight, which overrules a stop sign.
 - Simply put, if there are no traffic controls at the intersection, then the person on the street to your right has the right of way. For example, you are driving straight ahead on a city street. There is a car entering from a side street on the right. Even though he is on a smaller street, he will not stop even though

WITHDRAWAL AND RETURN OF PERSONAL PROPERTY

SFIM-EU-LD-T

Jeffrey Schott/370-6922
18 Sep 03

FACT SHEET

SUBJECT: Withdrawal of Personal Property from Government Deployment Storage While on R&R

1. **BOTTOM LINE:** Service Member (SM) on R&R leave may request delivery of their "Ready Box" while on R&R. If no "Ready Box" was prepared prior to deployment, SMs may request to withdraw personal property directly at the contractor warehouse. Request for either service are coordinated with the local BSB Installation Transportation Office (ITO) by the Rear Detachment Commander (RDC).

2. **RETRIEVAL PROCEDURES:**

a. Not less than seven days prior to return to home station for R&R, the RDC must be able to identify and validate the names, unit, and social security numbers of soldiers in need of partial delivery of personal property during R&R.

b. The RDC schedules delivery of "Ready Boxes" through the BSB ITO. The RDC is responsible for ensuring the SM or individual acting on behalf of the SM is present on the day of delivery. If the RDC is unable to provide advance notification to the BSB ITO, service may be faster for the SM to seek direct pick-up of the "Ready Box" at the contractor warehouse in lieu of delivery. Arrangements for this option should be coordinated with the BSB ITO.

c. If SMs have not prepared "Ready Boxes" prior to deployment, the RDC will supply the BSB ITO with a list of the names, unit, and social security numbers of members that will withdraw personal property at the contractor warehouse. In addition, the SMs should identify the inventory box number(s) that are to be pulled by the contractor for personal property removal. The BSB ITO shall schedule a group appointment with the warehouse prior to SM arrival at the facility. Transportation of SMs to the deployment storage warehouse is coordinated within the unit. This may not be done using government vehicles.

d. The SM will remove required items from storage. If the SM is unable to attend the appointment, he or she should provide the BSB PPPO, through the RDC, the inventory box number(s) that are to be pulled from his/her shipment. Someone acting in the person's stead will have to travel to the warehouse with the pre-scheduled group, retrieve the member's items, and ensure that the absent individual gets the property.

3. **PERSONAL PROPERTY RETURN PROCEDURES:**

a. Service members are not entitled to return of personal property to deployment storage at Government expense. The SM can arrange for the contractor to pick-up personal property at residence/quarters, or the SM can arrange to personally deliver the personal property to the contractor warehouse. If contractor pick-up is requested, the SM will be required to pay for the pick-up, transport, handling charges, and the monthly storage charges that incur during the remainder of the deployment period. If the SM chooses to deliver their own personal property to the contractor warehouse, the SM will still be charged a handling fee plus the monthly storage charges that incur during the remainder of the deployment period. The contractor services for either option must be coordinated through the BSB ITO for appointment scheduling and payment terms.

b. Units may forgo returning personal property to the warehouse and opt to store and safeguard boxes locally in barracks or other secured building. This decision and responsibility resides with the unit's

WITHDRAWAL OF PRIVATELY OWNED VEHICLES

SFIM-EU-LD-T

Jeffrey Schott/370-6922
18 Sep 03

FACT SHEET

SUBJECT: Withdrawal of Privately Owned Vehicle (POV) While on Rest & Recuperation (R&R) Leave.

1. **BOTTOM LINE:** Service Member (SM) on R&R leave may withdraw their POVs from the government-controlled storage facility provided they have a valid USAREUR driver's license, reinstated their insurance, and re-registered their vehicle in an operational status. **NOTE:** Personnel renting vehicles are authorized AAFES fuel coupons. Contact your BSB Vehicle Registration office for the necessary paperwork.

2. RETRIEVAL PROCEDURES:

a. When the SM returns from deployment they must first go to/contact their insurance company and obtain new proof of insurance (double white insurance cards or commercial equivalent). Soldiers without active insurance are advised that renting a vehicle may be cheaper and easier than attempting to reinstate insurance for a two week period. SM must then go to their local Vehicle Field Registration Station to re-activate their registration and obtain a new no-fee registration document and expiration decal.

b. The SM must bring the new registration document, valid USAREUR driver's license, copy of their R&R Leave Form (DA Form 31), and a copy of the DD Form 788 that was used to inspect the POV when it was put into storage. If the SM lost their valid USAREUR driver's license, a temporary license may be obtained at the local driver's training and testing station. If the SM does not have a copy of the Form 788, one resides with either the Rear Detachment Commander, BSB Installation Transportation Office, or storage custodian. SM and storage site personnel/custodian will conduct a joint inspection of the vehicle and a safety inspection prior to the vehicle being released. New/non pre-existing damages to the POV while in government storage should be jointly annotated and endorsed on the DD Form 788 before release of the POV. Transportation of SMs to the POV storage site (Spinelli Barracks, Miesau Army Depot, or on-post storage) is coordinated within the unit. This may not be done using government vehicles. Prior to withdrawing POVs from Spinelli Barracks or Miesau Army Depot, an appointment must be made with the facility. The appointment can be made by either the unit or supporting BSB.

c. Turn-in procedures are the same as they were when the SM first deployed.

you are approaching. He has the right of way.

- Buses and streetcars pulling away from a stop also have right of way.
- ✓ Priority roads are the exception. If the road is posted as a priority road, then all other traffic must yield to traffic on that road. But watch out. Priority roads frequently change directions in an intersection. If you lapse in situational awareness, you may find yourself in a serious confrontation!
- ✓ Speed limits also change depending on the type of road and whether or not you are inside a built up area. An actual speed limit sign will only be posted if it is different from the assumed speed.
 - **Germany.** There is no speed limit on the federal Autobahns, except where posted. Off the Autobahn and outside built up areas, the speed limit is 100 kilometers per hour (63 MPH). Inside built up areas (designated by a yellow sign with the town name), the speed limit is 50 kph. Fines for exceeding the speed limit, especially in construction zones, are very high. Cameras are in wide use and the police collect fines on the spot.
 - **Italy.** The traffic system in congested parts of Italy may easily overwhelm a newcomer. Italian drivers take full advantage of the rules of the road and tend to plug every possible space at whatever speed traffic will allow. You must be able to maintain situational awareness in every axis, think quickly and clearly, and know the rules of the road. If you interfere with your awareness by being over tired, hung over, or under the influence, your risk goes way up. Italian speed limits are 130 kpm on the autostrada, 90 kpm off the autostrada and outside built up areas, and 50 kpm inside built up areas. Enforcement is similar to Germany.
 - **Other European countries** have speed limits similar to Italy. Details will be posted at the border.
- ✓ Seat belts are mandatory. Local police enforce the rule, especially for children. US Forces have instituted the Click It or Ticket program, which results in the driver's loss of license for any unrestrained individual in the vehicle. Experience shows that severe injury and loss of life can be significantly reduced when seatbelts are properly worn.

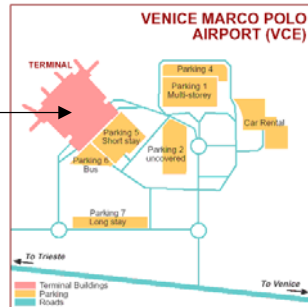
- ✓ Drinking and driving. Although one might think of Europe as the land of free-flowing beer, schnapps and wine, there are severe penalties for driving under the influence. The threshold is also very low – 0.5 mg pro mille (.05%) carries an administrative penalty and a level of 0.8 mg pro mille (.08%) carries a criminal penalty. If you refuse a test, it's an automatic suspension. Don't drink and drive. US Forces are enforcing the Booze It and Lose It campaign. There's a lot more than a license to be lost by being caught driving under the influence. Use a designated driver, or take public transportation. For example, you can easily take the train to Munich or to beautiful towns throughout the vineyard regions. Many people speak English; so don't hesitate to try it. It's great for traveling as a group.
- ✓ Secondary roads. In many places, secondary roads are winding and hilly, with a substantial amount of truck and farm traffic. That combination frequently results in traffic moving slower than you would like. The best advice is to be patient, relax and enjoy the beautiful scenery. Head-on collisions and accidents while avoiding head-on collisions are all too frequent. Traffic coming at you may be traveling at 100 kpm, which is US interstate speed. It will require a very long distance for you to accelerate and complete a pass. Add a lack of shoulders in many places, and you have a very dangerous situation. You must be able to see the whole clear zone or you are literally betting your life that nobody is coming.
- ✓ Given the high speeds on the federal highways, slower traffic, sharp exits, and traffic jams present very serious risks, especially in Germany. After traveling for a while, you lose your sense of how fast you are going. Stay focused or you will find yourself closing quickly on a situation without much time or space to react. Drive defensively. If you find yourself in a line of traffic constantly braking and accelerating, then move over to a slower lane and blend in until things clear up. Above all, maintain control of the situation.
- ✓ Long distances. When you consider the size of the United States, Europe really isn't that big. Given all the historic and entertainment sites, it's tempting to try to do a lot in a short period of time. Once you have the idea, then plan the route and be conservative about driving time. Then sit back and assess the risks. Do I get enough rest? Am I already beat before I start the trip? What's the weather along the route? How much do I need to travel in the dark? How good are my directions? Do I have a co-driver and what is his status? Is my car up to the trip? What do I do in an emergency? Can I do it another way, such as the train or a tour? Who knows where I'll be and when I'm expected back?

PAY ENTITLEMENTS DURING PERIODS OF R&R LEAVE

- ✓ Chargeable leave begins the day after the soldier arrives at the APOD and ends the day before the soldier arrives at the APOE. Per Diem stops while soldier is in a leave status. Soldier must annotate chargeable leave (R&R leave) on final travel settlement voucher.
- ✓ Personal check cashing limit: Soldiers may cash checks at their local finance unit. The amount of an individual check or the total amount of any number of checks cashed is based on the servicing finance unit local check cashing policy. Soldier must have an approved DA Form 31.
- ✓ Casual Pay: If a legitimate need exists and is supported in writing by the soldier's Rear Detachment Commander, casual pay will be granted on a case-by-case basis for a maximum amount determined by the servicing finance unit within the local area of responsibility. The amount will be based on soldier's available unallotted pay and allowances.
- ✓ Hardship Duty Location Pay – Location (HDP-L) is paid to both officer and enlisted members assigned duty in designated areas such as those in support of OEF/OIF. Entitlement to HDP-L will continue through the day of departure when the enlisted member or officer leaves the designated area on leave. The entitlement restarts the date of return to the HDP-L area.
- ✓ Family Separation Allowance-Temporary (FSA-T) is payable to soldiers with family members who are deployed for 30 days or more. A 15-day absence from the TDY/TCS station will not affect the entitlement to FSA. However, the soldier must return to the deployed duty location for 30 days or more after R&R leave to continue the entitlement to FSA. FSA-T is payable at \$100.00 per month or \$3.33 per day. The current payable rate is \$250, which is scheduled to expire after 30 SEP 03. Unless a new law is passed, FSA-T again becomes \$100.00 per month.-
- ✓ Hostile Fire Pay/Imminent Danger Pay (HFP/IDP) and Combat Zone Tax Exclusion (CZTE) is payable for any time during the month spent in a HFP/IDP area. Thus, a soldier would continue to receive HFP/IDP and CZTE while on R&R leave.

VENICE AIRPORT INFORMATION PAGE

SETAF courtesy phones are located in the baggage claim area. They are a direct link into the transportation office during duty hours, or the Staff Duty during non duty hours. If you need a ride – simply pick up the phone. The duty driver will be called to retrieve you. Please exit the baggage claim area as the driver is not allowed to enter. **If for any reason you are carrying a weapon INFORM THE STAFF DUTY IMMEDIATELY.**



Location: The airport is located 12km (7.5 miles) from Venice by land, 10km (6 miles) by water. To go to Vicenza/SETAF, take the A4 Autostrada towards Milano. Exit at Vicenza Est.



INFORMATION AND HELP DESKS

A tourist and airport information desk is located in the Arrivals area. Recorded information is also available for Arrivals (tel: (0)4

ADDRESS

Venice, Marco Polo Airport
Via le G. Galilei 30/1 30030 Tessera
Venice, Italy

Telephone: (0)4 1260 6111

Fax: (0)4 1260 6260

E-mail: pubrel@veniceairport.it

Website: www.veniceairport.it

✓ Weather. Snow and ice are obvious winter driving hazards. Snow tires, chains (mandatory in some locations, especially in the mountains), proper acceleration, braking and cornering technique, increasing following distance, and slowing down are all good countermeasures. But there are two more weather features that must be considered.

- The central European weather process is perfect for fog. Thick, almost zero visibility fog can occur day or night. European cars are equipped with fog lights and a bright rear red fog light. Get checked out on operating all the lights before leaving the rental office. When fog becomes thick, or rain or snow become heavy, use the rear red fog light to avoid rear end collisions. You will see what looks like a single brake light long before you can see the actual vehicle.
- The possibility for deep contrasting low and high-pressure areas can create hurricane force winds, sometimes without much warning. If you are driving, there is a strong possibility for trees and large branches falling into the road. If you are in the woods, there is the potential for injury and possibly death from falling debris.
- Maintain situational awareness by following the weather for the area.

Electric Trains and Streetcars -- Electric trains and streetcars are very common and present a unique risk set.

- ✓ They are quiet, giving little or no approach warning.
- ✓ The overhead power lines do not need to be touched to electrocute an individual.
- ✓ For some reason, alcohol causes individuals to do stupid things around trains. Two things regularly kill off-duty people – walking on the tracks and climbing on top of rail cars.
- ✓ Respect the power and speed of a train. Keep away from the right of way (fines are quite possible for walking on or across tracks) and away from the edge of the station platform. Fast moving non-stop trains can literally suck you into them if you stand inside the warning lines.

Sports -- Europe presents an incredible opportunity for new sports. Wind surfing, skydiving, ice climbing and virgin skiing to name a few. Minimize risks by taking a lesson from a certified instructor, even if you have

experience. The review and new tips are worth the time. Wear the right equipment and check it carefully against industry standard. Know the weather and practice cold weather injury prevention. Don't take shortcuts and obey the signs. For example, it will cost you a bundle of money for helicopter retrieval from a closed mountain section.

Other extra curricular activities – Like a posted speed limit, just because it's "legal" doesn't mean it meets sound personal risk management or the military idea of an authorized activity. Drugs and prostitution are two good examples.

Force Protection – Europeans are wonderful people, but not everybody loves us. Maintain situational awareness. Assess the environment and the people around you. Keep your identification and your valuables protected and hidden. Use a hotel safe where you can. Lock and bolt your room door and be careful of whom you let in. Pickpockets are prospering in major cities. When you go out at night, have a plan, have a buddy, and know the areas to avoid. Know how to contact the local American Consulate for help.

CASERMA EDERLE, VICENZA, ITALY

*** LOCAL AND LONG DISTANCE DIALING INSTRUCTIONS ***

To Vicenza from the United States	01139-0444-number
To Ederle from the United States	(COM:)01139-0444-51-last4 (DSN:)314-634-last4
To Vicenza from Europe	0039-0444-number
To Vicenza from other towns in Italy	0444-number
To Ederle from other towns in Italy	0444-51-last 4
To Ederle from Off-Post Vicenza	0444-51-last 4
To Off-Post Vicenza from Ederle	99-0444-number
To the U.S. from Italy (dialing direct)	011-number
AT&T Operator Assistance	172-1011
To Germany from Italy	049-area code-number
International Operator	170
Long Distance Operator	0

Name	Commercial	DSN
Army Community Service (ACS)	011-39-0444-517500	634-7500
Army Emergency Relief (ACS)	011-39-0444-518524	634-8524
Bank/Bank Nazionale Del Lavoro	011-39-0444-517221	634-7221
Bank/Global Federal Credit Union	011-39-0444-517470	634-7470
Billeting/DV Quarters/VOQ/VAQ	011-39-0444-518034/8035	634-8034/8035
Chaplain	011-39-0444-517719	634-7719
Child and Youth Services (CYS)	011-39-0444-517559	634-7559
Community Staff Duty (NCO)	011-39-0444-517711/7996	634-7711/7996
Family Advocacy (ACS)	011-39-0444-517314/7500	634-7314/7500
Guest Housing (Ederle Inn)	011-39-0444-51-8034/8035	634-8034/8035
Health Clinic	011-39-0444-517297	634-7297
Housing Office	011-39-0444-517608	634-7608
Information and Referral (ACS)	011-39-0444-517617	634-7617
Installation Transportation Office (ITO)	011-39-0444-517513/517321	634-7513/7321
Legal/Staff Judge Advocate (SJA)	011-39-0444-517047	634-7047
Officer of the Day	011-39-0444-517491/517411	634-7491/7411
Official Travel	011-39-0444-51315/517516	634-7315/7516
Post Locator	011-39-0444-517430/517872	634-7430/7872
Red Cross	011-39-0444-517089/517020	634-7089/7020
Relocation Assistance (ACS)	011-39-0444-517617	634-7617
SETAF Operations Center	011-39-0444-517720	634-7720
Safety Office	011-39-0444-517045	634-7045
Vicenza Hospital (American Information Desk)	011-39-0444-928166	

Aviano AFB

Commonly Referenced Numbers

Name	Commercial	DSN
AMC Passenger Terminal	011-39-0434-667680	632-7680
Accounting and Finance	011-39-0434-66-7409	632-7409
American Red Cross	011-39-0434-66-5576	632-5576
Bank (Global Federal)	011-39-0434-66-7697	632-7697
Base Exchange	011-39-0434-7331	632-7331
Billeting Office (Reservations)	011-39-0434-66-5722	632-5722
Chapel	011-39-0434-5211	632-5211
Child Development Center	011-39-0434-66-7279/8246	632-7279/8246
Clinic	011-39-434-66-5000	632-5000
Dental Clinic	011-39-0434-66-5060	632-5060
Driver Testing/Licenses	011-39-0434-7449	632-7449
Family Advocacy	011-39-0434-5667	632-5667
Family Support Center	011-39-0434-5407	632-5407
Information Tickets and Travel	011-39-0434-5072	632-5072
Legal Office	011-39-0434-7843	632-7843
Military Personnel Flight (MPF)	011-39-0434-7216	632-7216
Pass & ID	011-39-0434-66-4114/7769	632-4114/7769
Passport and Visa	011-39-0434-7216	632-7216
Post Office	011-39-0434-66-8080	632-8080
Travel Office (SATO)	011-39-0434-5052	632-5052

To call Aviano Air Base numbers:

DSN and from on-base: 312-632-XXXX
Commercial from the US: 011-39-0434-66-XXXX
Commercial from within Europe: 0039-0434-66-XXXX
Commercial from off-base within Italy: 0434-66-XXXX
Commercial from on base: 99 to get an outside line

To reach the Aviano telephone Information operator:

Commercial: 66-7111
from on base: 113

TAKING YOUR R&R LEAVE IN EUROPE?

If you plan on taking your R&R leave in Europe you should know the following:

- If you are a U.S. Service member who is assigned or attached to a unit that is permanently stationed in Europe or North Africa (e.g., V Corps, 1AD, 173rd ABN BDE) or you are a DoD employee who is regularly stationed in Europe or North Africa:
 - ✓ You will receive the same Status of Force Agreement protections and benefits that you had at your home station prior to deployment.
- If you are a U.S. Service member who is assigned or attached to a unit that is **NOT** permanently stationed in Europe or North Africa (e.g., V Corps, 1AD, or 173rd ABN BDE) or you are a DoD employee who is **NOT** regularly stationed in Europe or North Africa:
 - ✓ You will not receive the protections and benefits of a Status of Forces Agreement.
 - ✓ You will need a passport for entry and exit into European countries (except the APOD, Rhein-Main Airbase in Frankfurt, Germany). Your military identification card and leave form does not have to be recognized by foreign countries as a valid entitlement to travel within Europe. Border controls and foreign federal agencies may deny you entrance into their country without a valid passport.
 - ✓ You will only receive the protections and benefits of tourist status as you travel with your passport.
 - ✓ You will not be entitled to use the PX/BX and Commissary facilities on U.S. installations throughout Europe.
 - ✓ You may be subject to the jurisdiction of foreign courts because you will not have the protections of a Status of Forces Agreement.

Your protections, benefits and privileges will be the same as if you were taking a vacation to Europe from the U.S. while on leave.

Contact your nearest servicing Judge Advocate for additional information.

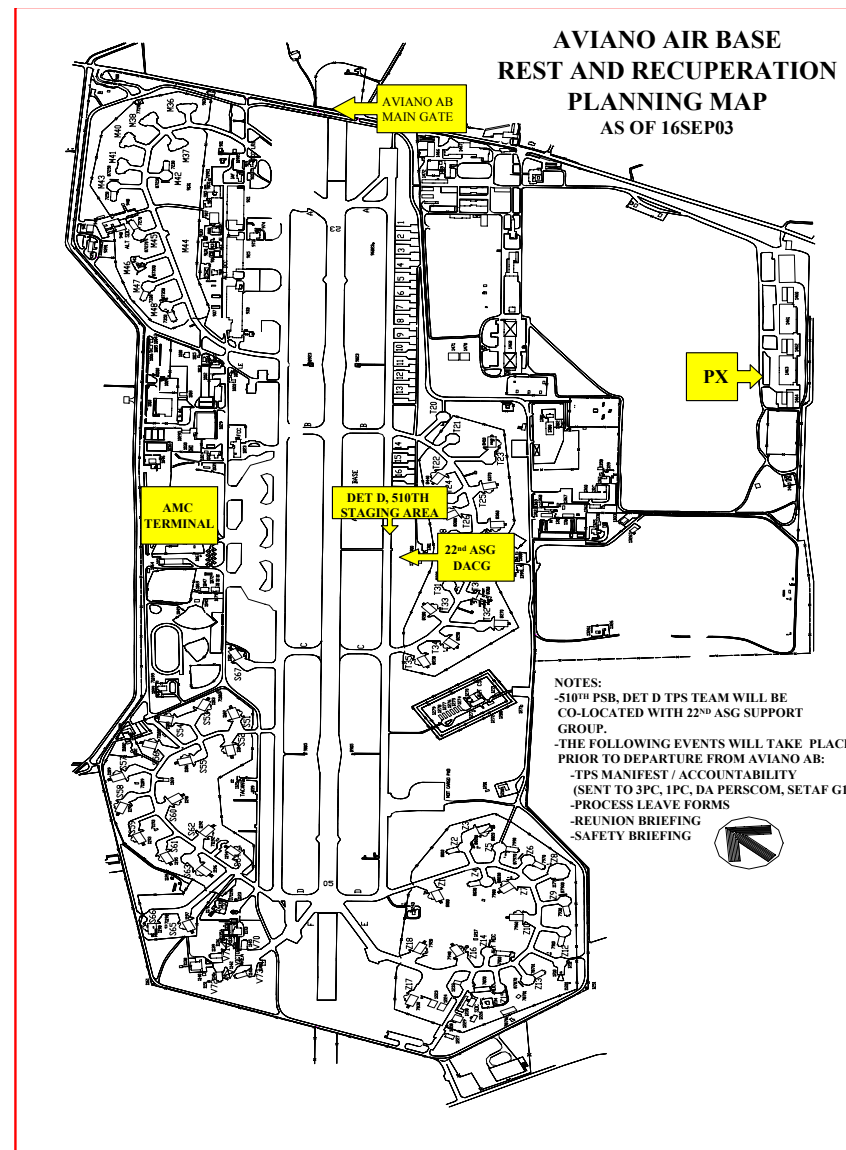
Counseling Assistance

The Army has started a telephonic counseling service called Army One Source (AOS). AOS is available for everyone who has deployed or been affected by deployments in support of Operation Iraqi Freedom, Operation Enduring Freedom, and Noble Eagle. This is in addition to the regular counseling from Army Community Service, the Chaplains office, the hospital, etc. The service is free. AOS provides 24-hour, seven days a week, toll free information. **The OCONUS number is (access code) 00-800-464-81077 (dial all 13 numbers), and is free of charge to callers. If you can't dial 1-800 numbers, free calls can be made collect to 484-530-5889.**

Highly trained professional staff is ready to provide assistance and to give customized information for your special needs. The staff has the ability to respond to anyone's needs regardless of primary language, cultural background or any physical challenges such as hearing or vision problems. The staff is supported by an immediate translation service that allows soldiers or family members to speak with the counselor in the language they are most comfortable with while the translator is right there on the line.

AOS provides information ranging from day-to-day concerns to deployment/reunion problems. And, if there is a need for face-to-face counseling, AOS will arrange for counselors here in theater. Personal counseling is provided through our own USAREUR marriage and family counselors. All deployed soldiers and civilians have the opportunity to use Army One Source anywhere, anytime, and can remain anonymous if they want. The staff focuses on privacy and they discuss the limits of that privacy with the caller upfront. There may be times when complete privacy just isn't possible, but they explain what those limits are when necessary.

If you need someone to talk with, don't hesitate to call and get the confidential and professional support you want, when you need it.



FLUGHAFEN BUS SCHEDULE TO/FROM FRANKFURT INTERNATIONAL AIRPORT

1. The Flughafen Shuttle Bus is scheduled to operate from 0700 to 1700 hours Monday through Friday with the last bus stopping at the 64th Replacement Company. On Saturdays, Sundays and all U.S. Federal Holidays, the Flughafen Shuttle operates from 0700 to 1200 with the last bus leaving the USO office (in Terminal # 1, Hall C) at 1145.

2. Daily Bus Schedules

Daily Bus Schedule for 2 Busses				Weekend Schedule: 1 bus		
DEPARTS 64 TH RC	ARRIVES TERM 1	ARRIVES TERM 2	ARRIVES 64 TH RC	DEPARTS 64 TH RC	ARRIVES *TERMINAL 1	ARRIVES **TERMINAL 2
0645	0700	0715	0730	0730	0745	0800
0700	0730	0745	0800	0830	0845	0900
0740	0800	0815	0830	0930	0945	1000
0810	0830	0845	0900	1030	1045	1100
0840	0900	0915	0930	1130	1145	return to the 64 th R.C.
	0930	0945	1000			
0910						
0940	1000	1015	1030			
1010	1030	1045	1100			
1040	1100	1115	1130			
1210	1230	1245	1300			
1300	1315	1345	1400	driver # 1 lunch		
1400	1415	1445	1500	driver # 2 lunch		
1440	1500	1515	1530			
1510	1530	1545	1600			
1540	1600	1615	1630			
1610	1630	1645	end			

3. The shuttle will stop at the following locations:

At Terminal # 1, the shuttle bus stops at the USO Office in Hall C, 1st floor by Terminal exit door #7.

At Terminal # 2, the shuttle bus stops Bus Stop # 14S, at Hall D, by Terminal exit door # 3.

At the 64th Replacement Company, the bus stops in front of building #368, from 0700 – 1300 hours. After 1300 hours, the shuttle bus stops in front of building 371.

4. If you are encountering problems at the Airport, dial 128-7525/6152 from any airport information phone to get in contact with the Staff Duty Desk. Be prepared to give the Staff Duty your name, rank, and location (Terminal 1 or 2). For the security and the safety of the bus and its passengers, all passengers must possess a valid military I.D. card, THERE ARE NO EXCEPTIONS TO THIS. U.S. Passport holders are authorized to ride the Flughafen Shuttle Bus but must be escorted by a U.S. military I.D. cardholder.

Stress Symptoms

The following stress danger signals focus on the medical and physical symptoms common to tension stress. Your physician can best determine your medical condition, but these guidelines will provide you with a general indication of your stress level. The more signs that are present, the stronger the likelihood that there is a serious problem. See your physician if you are concerned about these symptoms.

▲ General irritability, hyperexcitability, depression	▲ Pounding of the heart
▲ Dryness of mouth and throat	▲ Impulsive behavior, emotional instability
▲ Overpowering urge to cry or run	▲ Inability to concentrate, flight of thoughts
▲ Feelings of unreality, weakness, dizziness, fatigue	▲ Floating anxiety, being afraid and not knowing why
▲ Emotional tension and alertness	▲ Trembling, nervous tics, easily startled
▲ High-pitched, nervous laughter	▲ Stuttering, other speech difficulties
▲ Bruxism, or grinding of the teeth	▲ Insomnia
▲ Hyperactivity, increased tendency to move about	▲ Excessive sweating
▲ Frequent need to urinate	▲ Diarrhea, indigestion, queasiness, vomiting
▲ Migraine headaches	▲ Pain in neck or lower back
▲ Loss of appetite or excessive appetite	▲ Increased use of prescribed drugs
▲ Alcohol or drug abuse	▲ Nightmares
▲ Accident proneness	

- **ARMY ONE SOURCE:** Assistance and information is available 24 hours a day, via a toll free number and Internet access
 - ▲ From the United States 1-800-464-8107
 - ▲ From outside the United States ONLY Toll free: The OCONUS number is (access code) 800-464-81077 (please dial all 11 digits) Or call collect: 484-530-5889
 - ▲ Online access: URL: <http://www.armyonesource.com> Userid: Army Password: onesource

Suicide Helpline	
<p>Signs Of Suicide</p> <ul style="list-style-type: none"> • appears depressed: sad, tearful, poor sleep, poor appetite, hopeless, • threatens suicide • talks about wanting to die • shows changes in behavior, appearance, mood • abuses drugs, alcohol • experienced significant loss • deliberately injures self • giving away possessions • recent breakup in a relationship 	<p>What To Do</p> <p>Provide AID</p> <p>Ask. Don't be afraid to ask "Are you thinking about hurting yourself?"</p> <p>Intervene immediately.</p> <p>Don't keep it a secret.</p> <p>Follow the acronym LIFE</p> <p>Locate help: Staff Duty Officer, chaplain, doctor, nurse, friend, family, crisis line, hospital emergency</p> <p>Inform: Chain of Command of the situation</p> <p>Find: Someone to Stay with the person— Don't leave the person alone.</p> <p>Expedite: Get help immediately. A suicidal person needs immediate attention by helpers</p>

Car Rental: Euro Car Agency (Frankfurt International Airport)
Terminal "1" Hall "A" – COMM: 069-697970
Operating Hours: Mon – Fri 0730 – 1800
Sat 0800 – 1200
Sun 0900 – 1100
Required Documents: Credit Card
International Driver's License (with USA License or USAREUR Driver's License)

Gateway Inn Billeting (Rhein Main)			
Bldg # 600 – COMM:	069-6994600	DSN: 330-4600	FAX: 330-7442
Cost:	Single w/Shared Bathroom	24.50 per day	
	Suite	36.00	
	2 & 3 Bedroom Apartment	41.00	

Cost:	Single	100 Euros (includes tax) per day
	Double	122 Euros (includes tax) per day

Commonly Referenced Numbers
(Frankfurt Area)

Military Operator – COMM: 069-699-1110

Emergency number @ Frankfurt Airport:

Airport information phone – COMM: 128-7525 or 128-6152

Taxi Service (Rhein Main) – COMM: 0172-6909018

From Terminal 1 Euros 15 to Rhein Main

From Terminal 2 Euros 14 to Rhein Main

(Additional cost may be incurred if large amount of luggage.) Approx. 5 Euros extra.

Toll Free Rail Information: COMM: 0180-5996633

SATO (Frankfurt International Airport)

Gebuede 150

Terminal 2, Hall “E” Level “2”– COMM: 069-690-7448 FAX: 069-69059003

Operating Hours: Mon – Sat 0800 – 1600 (Closed for lunch 1200 – 1300)

 Sun 0800-1400

ITT (Rhein Main)

Bldg # 349 – COMM: 069-699-7456 DSN: 330-7456

Operating Hours: Mon – Fri 1000 – 1900

 Sat 1200 – 1800

(Offers limited services in booking tours and hotel arrangements.)

USO International Airport (Frankfurt, GE)

Terminal 1 Arrival, Hall “C”, Level 1 – COMM: 069-6996300 DSN: 330-6300

Operating Hours: Mon – Sun 0700 – 1500

Offers Four internet systems free of charge but will accept donations, limited tour bookings.

USO AMC (Rhein Main)

Bldg #400 – COMM: 069-6996424 DSN: 330-6424

Operating Hours: Mon – Sun 0900-1400

USO CENTERS – EUROPE

Also on line at <http://www.uso.org>

USO Europe

Unit 29623

CMR 444 Box 8100

APO AE 09096

Phone: 0049 (0) 6134-604480/604381

Email: uso.europe@taunus.de

Gail Camillo, Regional Director USO

Europe

USO RHEIN MAIN AREA

[USO Rhein Main Area Web Site](#)

Unit 29623, Box 1

APO AE 09096

Phone: 011/49-611-721010

Fax: 011/49-611-723371

Jerry Beatty, Director

E-Mail: usorma.director@taunus.de

Office Hours:

Monday-Friday-0800-1600

(Frankfurt)

(Wiesbaden)

USO KAISERSLAUTERN

[USO Kaiserslautern Web Site](#)

Unit 23152

APO AE 09227

Phone: 011/49-631-536-7233/7851

Fax: 011/49-631-536-779

E-Mail:

murrenw.uso@cmtymail.26asg.army.mil

Walt Murren, Director

Office Hours:

0830-1700

(Baumholder)

(Kleber Kaserne)

(Landstuhl)

(Ramstein)

USO RHEIN-NECKAR

[USO Rhein-Neckar Web Site](#)

Unit 29901 Box 18

APO AE 09086

Phone: 011/49-621-730-3468

Fax: 011/49-621-735-513

DSN: 385-3195/3668

E-Mail:

mike.lewis@cmtymail.26asg.army.mil

Mike Lewis, Director

Office Hours: Monday-Friday-0800-1700,

Closed Weekends

(Darmstadt)

(Heidelberg)

(Mannheim)

USO HANAU

[USO Hanau Web Site](#)

Unit 20193 Box #31

APO AE 09165

Phone: 011/49-6181-56119

DSN: 322-8725/8422

Fax: 011/49-6181-55775

E-Mail: uso.hanau@aranea.de

Office hours: M-F 0900-1700

(Budingem)

(Pioneer Kaserne)

USO STUTTGART

[USO Stuttgart Web Site](#)

Unit 30401, Bldg. 2307

APO AE 09131

Phone: 011/49-711-680-8811

Fax: 011/49-711-687-7487

Email:

Frank.Dunn@cmtymail.6asg.army.mil

Frank Dunn, Director

(Schweinfurt)

(Stuttgart-Vaihingen)

USO CENTERS – CONUS

Also on line at <http://www.uso.org>

BALTIMORE INTERNATIONAL AIRPORT

USO INTERNATIONAL GATEWAY LOUNGE,
International Pier, Lower Level, P.O. Box 28782,
BWI Airport, MD 21240
Phone: 410/859-4425 DSN Phone: 243-6944,
Fax: 410/918-6945 DSN Fax: 243-6945,
Service hours: 9:00 am - 10:00 pm daily
Adrienne Trout, Director

USO JFK AIRPORT CENTERS

Delta Flight Center (International Terminal)
Phone: 718/656-4616
Fax: 718-995-7018
TWA Domestic Arrival Area, Bldg. 58
Phone: 718/995-5539
Helen Colford, Manager

USO OF PENNSYLVANIA & SOUTHERN NEW JERSEY, INC.

[USO of Philadelphia, Inc. Web Site](#)
Terminal D
Philadelphia International Airport , Philadelphia, PA 19153
Hours of Operation: Daily 8am-8pm
Phone: 215/365-8889; 215/365-8868
Fax: 215/365-0249
Diane Sharp-Keys, Executive Director
E-mail: director@libertyuso.org

USO DELAWARE, INC.

500 Purple Heart Way
Dover AFB, DE 19902
(302) 677-2491 office
(302) 677-2982 fax
(302) 677-6905 lounge
Joan Cote Executive Director
email usodelaware@hotmail.com

RHEIN MAIN

NEED A CAR?

Hertz

AMC Terminal, 069-69-2188
Mon-Fri 7:30am-7pm
Sat-Sun 8am-3pm

Sixt

AMC Terminal, 069-69-59-1624
Mon-Fri 7:30am-5pm
Sat 9am-2pm

WANT TO TRAVEL?

Sato Travel

Temporarily Closed, 330-7021

ABC Travel

AMC Terminal, 069-69-59-3979
Mon-Fri 8am-4pm

Tickets & Tours

Building 349, 330-7459
Mon-Fri 10am-6pm

HUNGRY?

Zeppelinhaus

Fine dining & informal lunches & lounges
Building 353, 330-7120

Breakfast Mon-Fri 6:30-9am

Lunch Mon-Fri 11am-1:30pm

Dinner Fri 5-7pm (members only)

Bar Sun/Mon closed; Tue 3-10pm;

Wed/Thu 3-11pm; Fri/Sat 3pm-1am

Rocket Sports Lounge

Hot food & sub sandwiches & lounges
Building 150, 330-7727

Lunch Sat & Sun 11am-3pm

Dinner Daily & Holidays 5-9pm

Bar Mon/Wed 4pm-midnight;

Thu/Fri 4pm-1am;

Sat 11am-1am; Sun 11am-midnight

Gateway Café

Pizza, burgers, subs, ice cream & lounge

Building 671, Gateway Gardens, 330-7311

Breakfast Sat-Sun 7:30-10:30am

Lunch Sat-Sun 11am-1:30pm

Dinner Daily 5-9pm

Bar Sun-Thu 5-10pm & Fri-Sat 5-midnight

STILL HUNGRY?

64th Replacement

Building 370, 330-6109

Breakfast Mon-Fri 7-8:30am

Lunch Mon-Fri 11am-1pm

Dinner 4-5:30pm (except Thursdays)

Weekends No Weekend Service

Base Exchange

Building 166, 069-69-70-4120

Anthony's Pizza

Tue-Fri 11am-7pm, Sat 11am-6pm, Sun 11am-4pm

Frank's Franks

Tue-Sat 11am-6pm, Sun 11am-4pm

AMC Terminal

Building 400, 330-6064

Snack Bar, 069-69-70-4215

Mon-Fri 6am-1:30pm, Sat-Sun 8am-1:30pm

Liberty Café

Building 164, Bowling Center, 330-7233

Lunch Mon-Fri 11am-2pm

Dinner Mon-Fri 4:30-9:30pm

Sat & Sun 1-9:00pm

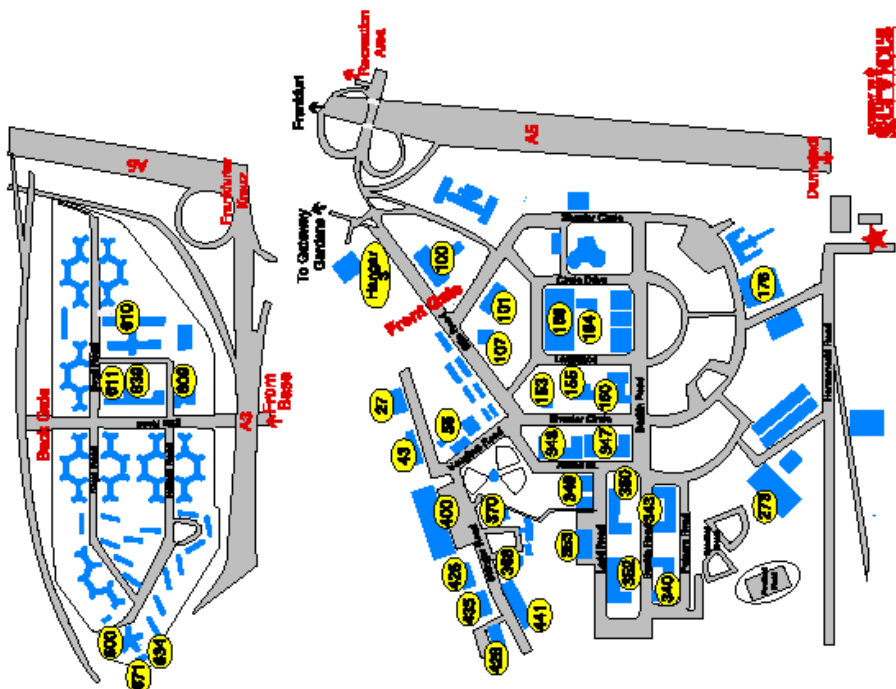
RHEIN MAIN AFB DIAGRAM

Facility Bldg

64th Pers Rep Dining Fac 370
 726 AMS Base Ops 27
 Air Freight 43
 Air Passenger Terminal 400
 American Red Cross 400
 Andrews Credit Union 153
 Auto Skills Center 55
 Bank (Community Bank) 153
 Base Exchange (Tue-Sun) 166
 Bowling Center & Liberty Café 164
 Chapel 155
 Child Development Ctr. 150
 Civilian Personnel Office 347
 Class VI (inside BX) 166
 Clinic 176
 Club (Zeppelinhaus) 353
 Color and Design 349
 Commissary (Wed-Sun) 166
 Contracting (Rec Area) 704
 Family Day Care 350
 Family Support Center 347
 Finance 153
 Fitness Center 273
 Flower Shop 349
 Frame & Plaque Shop 349
 Furnishing Office Hangar 3
 Gateway Café 671
 German Post Agent (Charlie's) 150
 Headquarters 347

Facility Bldg

Hertz Auto Rental 370
 Housing Office Hangar 27
 Image Gallery 43
 I.P. Rec Area 400
 International Shopping Arcade 400
 Jägerstube (Rec Area) 153
 Liberty Café (Bowling Center) 55
 Library 153
 Lodging 166
 NAF Financial Mgmt 164
 NAF Personnel (HRO) 155
 Pass & Registration 150
 Photo Shop 347
 Post Office 166
 Rocket Sports Lounge 176
 Schools (Elem & Jr. High) 353
 Services Division/Admin 349
 Shoppette 166
 SIXT Auto Rental 704
 Teen Center 350
 Temporary Lodging Facility 347
 Theater 153
 Thrift Shop 273
 Tickets & Tours Offices 349
 Value Added Tax Office 349
 Youth Activities Center 3
 Zeppelinhaus Club 671



USO RHEIN MAIN AFB SUPPORT

Located in the terminal, USO offers refreshments, a lounge area, internet café, emergency personal items, and reading materials, all at no cost. Family members are welcomed with toy areas, a crib room and diaper changing room.

Shower facilities are located in the terminal (USO desk has towels).

AT&T calling cards and Local German TELECOM cards may be purchased. AT&T phones are located throughout the Terminal

SERVICES AVAILABLE

HOTEL LISTINGS & RESERVATION ASSISTANCE

- Gateway Inn, Rhein Main Air Base, (DSN) 330-4610 or (CIV) 069-699-4610
- Esprix Hotel, Rhein Main at main gate, 069- 697077
- Airport Domizil, Moerfelden-Walldorf, 06105-9570
- Comfort Inn Hotel Feger, Moerfelden-Walldorf, 06105-7050
- Holiday Inn Express, Moerfelden-Walldorf, 06105-9660
- Sheraton Hotel (4 Star), Frankfurt Airport, 069-69770
- Steigenberger Airport Hotel-4*, Frankfurt Airport, 069-69750

LOCAL TRANSPORTATION SCHEDULES

- German train schedules (on-line)
- Local German bus schedules
- 64th Replacement bus shuttle schedules
- Private Taxi and Germany-wide airport shuttle contacts
- Ramstein Air Base flight schedules

TOUR AND TRAVEL INFORMATION

BASE MAPS

GERMANY MAPS

- On-line use www.mapquest.com for directions to Rhein Main or travel plans

AFRC GARMISCH MAPS & RESERVATION NUMBERS

(DSN) 440-2575 or (CIV) 08821-72981

R&R Overseas Reception Center (ORC) Operation

Soldiers and civilians arriving at either the Rhein Main or Aviano Airbase on R&R leave will process through the ORC prior to beginning their R&R leave. This process is intended to expedite command processing and facilitate soldiers' return to their local command community.

If the designated R&R APOD destination is Frankfurt or Aviano, leave will start and end at Rhein Main AMC Terminal or Aviano Air Base AMC Terminal. All passengers are required to report four hours prior to the scheduled departure time. It is strongly recommended that soldiers do not consume alcohol eight hours prior to report time. At the report time, the soldier will not be available to visit with family due to processing requirements. Families are encouraged to say their goodbyes at their communities. It is highly recommended to utilize the community bus, as upon arrival at the APOD processing will begin.

Rhein Main ORC

At Rhein Main Air Base, as soldiers exit the aircraft in which they arrive, an ORC representative in the terminal will escort them to a reception site. All personnel will provide the ORC representative a copy of their leave form for processing. They will also receive a safety brief, information on available transportation to their respective command communities, a European R&R informational pamphlet, and an opportunity to speak with a Chaplain and/or medical personnel if desired.

All soldiers will be instructed on when they will be required to return to the site at the completion of their leave. They will be instructed to write this time and date down in the space provided in the Informational Pamphlet.

Once the processing is complete, soldiers will be escorted to the baggage terminal to claim their bags. As personnel have their bags, they may exit the terminal. Soldiers will have the opportunity to utilize the transportation provided to their respective communities or use other transportation, which they have planned.

64TH REPLACEMENT COMPANY CONTACT INFORMATION

Overseas Reception Center (ORC) Supervisor

DSN: 330-7105

CML 069 699 - 7105

Site Supervisor, Rhein Main

TCS Deploy and Re-Deploy

DSN: 330-6197

CML CML 069 699 - 6197

R&R/Emergency Leave

DSN: 330-6083

CML 069 699 - 6083

Office Manager

DSN: 330-7064

CML 069 699 -7064

Our after duty hours number is the SDNCO desk at:

DSN: 330-7525/6152

CML 069 699 – 7525